

Memorandum



FINANCIAL SERVICES

To: Mayor and City Council

From: Rich Oesterle, Financial Services Manager (x8347)

Date: November 16, 2001

RE: Financial Statement for the First Quarter of FY 2001/02

Attached, for City Council consideration and review, are the City's comparative revenue and expenditure statements for the three (3) months ending September 30, 2001. Comparisons occur between the first three (3) months figures through September 2000 and 2001 as well as a comparison of the year-to-date totals to the current budget. Also included are cash management, debt service, and capital improvement schedule.

Revenues (Pages 1-3)

Not surprising given the state of the economy and the amount of press given lately to local government's revenues, the General Fund revenues are down, when compared to last year and below budget. Keeping in mind this report is through September 30th (August sales) and, within the last few days we've been reporting October revenue (September sales), City Sales Taxes and total local taxes are down 4% from a year ago and under budget. Intergovernmental revenue appears behind but is an artifact of accrual accounting. We anticipate Intergovernmental revenue to be down 2% when compared to budget at year's end. Development related revenues, simply put, are way down.

All Enterprise Fund revenues are behind. However, none of the planned rate increases for these funds has taken effect.

The General Fund, overall, is 6.7% or \$2.2 million below a year ago. While the total City revenue picture (including all funds) is down 7.0% or \$4.8 million.

Expenditures (Pages 4-6)

Total Citywide expenditures are within budget parameters. Certain pre-paid expenses i.e. insurance premiums weight heavily on first quarter averages. Given the City's economic plan to reduce spending by 3%, most departments will meet their budgetary expenditure goal.

Investments

Of note is the interest yields through September 30, 2001 when comparing to one year ago. The 6-month T-Bill discount rate has dropped almost 50% to 3.31%. Our investment strategy (still safety and liquidity foremost) has altered to shorter-term investments. Normally, we would invest in a 2-3 year instrument. Once the recession turns it course, we will again be looking for long-term investment opportunities.

Attachments

CITY OF TEMPE
COMPARATIVE STATEMENT OF REVENUES
BUDGET AND ACTUAL
2001-2002
For the Three Months Ended September 30, 2001

	2000-01 Actual	2001-02 Budget (1)	September 2001 YTD	% Budget	September 2000 YTD (2)	% Change
GENERAL FUND						
<u>Local Taxes</u>						
City Sales Tax	63,602,106	66,994,000	15,822,769	23.6%	16,485,323	-4.0%
City Property Tax-Primary Levy (3)	6,879,783	6,956,983	1,739,246	25.0%	1,631,958	6.6%
Hotel Bed Tax	1,725,597	1,782,000	259,728	14.6%	263,143	-1.3%
Utility Franchise Tax	590,820	374,567	0	0.0%	0	0.0%
Cable TV Franchise Tax	924,152	910,000	0	0.0%	0	0.0%
SRP In-Lieu Tax (3)	396,119	416,693	104,173	25.0%	106,300	-2.0%
Other	529,900	410,952	35,695	8.7%	215,191	-83.4%
Total Local Taxes	74,648,478	77,845,195	17,961,610	23.1%	18,701,915	-4.0%
<u>Licenses & Permits</u>						
Business Licenses	496,307	509,050	37,696	7.4%	28,041	34.4%
Non-Business Licenses	530	800	125	15.6%	320	-60.9%
City Sales Tax Applications/Renewals	584,649	640,700	38,630	6.0%	34,974	10.5%
Total Licenses & Permits	1,081,485	1,150,550	76,451	6.6%	63,335	20.7%
<u>Intergovernmental</u>						
State-Shared Sales Tax	13,951,532	12,676,900	3,043,234	24.0%	3,480,752	-12.6%
Vehicle License Tax	5,632,181	5,959,000	1,198,724	20.1%	1,534,010	-21.9%
State-Shared Income Tax	17,890,338	16,542,100	4,138,130	25.0%	4,472,585	-7.5%
Federal and state grants	16,327	0	4,000	100.0%	0	100+%
Total Intergovernmental	37,490,378	35,178,000	8,384,089	23.8%	9,487,347	-11.6%
<u>Charges for Services</u>						
Recreation	3,911,615	3,962,476	1,050,797	26.5%	995,175	5.6%
Development Related:						
Building & Trade Permits	1,980,666	3,115,033	357,120	11.5%	603,265	-40.8%
Planning & Zoning	340,881	398,250	64,920	16.3%	88,583	-26.7%
Engineering	332,253	134,250	31,431	23.4%	42,634	-26.3%
Library	347,162	298,210	34,987	11.7%	135,984	-74.3%
Total Charges for Services	6,912,578	7,908,219	1,539,254	19.5%	1,865,641	-17.5%
<u>Fines & Forfeitures</u>						
Fines & Forfeitures	4,566,819	4,539,406	1,024,697	22.6%	1,062,665	-3.6%
Total Fines & Forfeitures	4,566,819	4,539,406	1,024,697	22.6%	1,062,665	-3.6%
<u>Miscellaneous</u>						
Interest Income	7,210,945	5,307,000	1,634,333	30.8%	1,654,011	-1.2%
Rental Income	1,166,588	995,600	215,191	21.6%	233,031	-7.7%
Sale of Real Estate, etc.	143,096	80,000	0	0.0%	260	-100.0%
All Other	848,840	891,888	171,382	19.2%	169,999	0.8%
Total Miscellaneous	9,369,469	7,274,488	2,020,906	27.8%	2,057,301	-1.8%
TOTAL GENERAL FUND REVENUES	134,069,207	133,895,858	31,007,006	23.2%	33,238,204	-6.7%

CITY OF TEMPE
COMPARATIVE STATEMENT OF REVENUES
BUDGET AND ACTUAL
2001-2002
For the Three Months Ended September 30, 2001

		2000-01 Actual	2001-02 Budget (1)	September 2001 YTD	% Budget	September 2000 YTD (2)	% Change
DEBT SERVICE							
City Property Tax-Secondary Levy	(3)	10,778,142	11,913,038	2,978,260	25.0%	2,903,772	2.6%
SRP In-Lieu Tax	(3)	571,074	654,795	163,699	25.0%	171,200	-4.4%
Interest/Other		496,376	0	0	0.0%	0	0.0%
TOTAL DEBT SERVICE REVENUES		11,845,592	12,567,833	3,141,958	25.0%	3,074,972	2.2%
GRANTS							
Community Development Block Grant		1,542,780	1,971,000	317,224	16.1%	159,312	99.1%
Home Program Funds		341,418	516,608	117,603	22.8%	105,136	11.9%
Program Income		201,075	150,000	108,912	72.6%	73,849	47.5%
Section 8 Housing Assistance		5,184,634	5,004,916	1,357,349	27.1%	1,631,396	-16.8%
TOTAL GRANT REVENUES		7,269,906	7,642,524	1,901,088	24.9%	1,969,693	-3.5%
TRANSPORTATION							
Transit Tax Fund							
Transit Tax		27,310,246	29,193,000	6,663,192	22.8%	6,916,125	-3.7%
Flash Transit		816,696	851,600	0	0.0%	150,396	-100.0%
Local Transportation Assistance		319,262	307,700	71,516	23.2%	69,956	2.2%
RPTA		1,684,827	2,418,800	0	0.0%	591,822	-100.0%
Interest		3,350,335	2,242,000	727,648	32.5%	39,166	100+%
Other		(15,627)	17,700	44,054	100+%	0	100+%
Total Transit Tax Fund		33,465,739	35,030,800	7,506,410	21.4%	7,767,465	-3.4%
Highway User Fund							
Highway User Tax		11,213,830	10,162,600	2,398,046	23.6%	2,713,199	-11.6%
Maintenance of Effort transfer		1,850,000	0	0	0.0%	462,500	-100.0%
Other		10,859	0	22	100.0%	2,639	-99.2%
Total Highway User Fund		13,074,689	10,162,600	2,398,068	23.6%	3,178,338	-24.5%
Local Transportation Assistance Fund							
Local Transportation Assistance		638,523	624,600	143,033	22.9%	139,911	2.2%
Total Local Transportation Assistance		638,523	624,600	143,033	22.9%	139,911	2.2%
TOTAL TRANSPORTATION REVENUES		47,178,951	45,818,000	10,047,512	21.9%	11,085,714	-9.4%
RIO SALADO							
City Sales Tax		733,538	611,600	185,813	30.4%	141,397	31.4%
Hotel Bed Tax		60,500	123,500	14,157	11.5%	19,092	-25.8%
Interest		477,586	283,000	92,733	32.8%	160,853	-42.3%
Sale of Real Estate, etc.		267,400	0	0	0.0%	0	0.0%
Other		38,368	32,150	13,027	40.5%	110,968	-88.3%
TOTAL RIO SALADO REVENUES		1,577,391	1,050,250	305,731	29.1%	432,310	-29.3%

CITY OF TEMPE
COMPARATIVE STATEMENT OF REVENUES
BUDGET AND ACTUAL
2001-2002
For the Three Months Ended September 30, 2001

	2000-01 Actual	2001-02 Budget (1)	September 2001 YTD	% Budget	September 2000 YTD (2)	% Change
<u>PERFORMING ARTS FUND</u>						
Performing Arts Tax	2,607,541	5,500,000	1,308,864	23.8%	0	100+%
Interest	9,670	104,000	28,195	27.1%	0	100+%
<u>TOTAL PERFORMING ARTS REVENUE</u>	<u>2,617,211</u>	<u>5,604,000</u>	<u>1,337,059</u>	<u>23.9%</u>	<u>0</u>	<u>100+%</u>
<u>ENTERPRISE</u>						
Water						
Consumption	22,548,078	24,060,000	7,400,419	30.8%	8,636,278	-14.3%
Other	818,654	817,755	187,786	23.0%	273,012	-31.2%
Irrigation	279,418	275,000	41,641	15.1%	37,168	12.0%
Wastewater						
Service Charges	16,498,847	14,325,000	4,019,138	28.1%	5,063,267	-20.6%
Other	200,131	57,000	33,762	59.2%	40,939	-17.5%
Total Charges for Services	<u>40,345,127</u>	<u>39,534,755</u>	<u>11,682,746</u>	<u>29.6%</u>	<u>14,050,664</u>	<u>-16.9%</u>
Interest Income	3,880,866	2,454,000	785,101	32.0%	849,188	-7.5%
Loan Repayment	623,967	623,967	0	0.0%	0	0.0%
Facility Rental	500,000	515,000	77,577	15.1%	74,737	3.8%
Total Water/Wastewater Revenues	<u>45,349,960</u>	<u>43,127,722</u>	<u>12,545,424</u>	<u>29.1%</u>	<u>14,974,589</u>	<u>-16.2%</u>
<u>Refuse</u>						
Residential	4,828,866	5,311,658	1,154,809	21.7%	1,356,750	-14.9%
Commercial	3,494,747	3,841,000	1,200,357	31.3%	986,377	21.7%
Recycling	48,988	60,000	7,958	13.3%	16,620	-52.1%
Roll-off	981,100	1,042,250	33,600	3.2%	261,766	-87.2%
Interest Income	70,657	500	12,358	100+%	17,599	-29.8%
Other	333,840	204,875	37,836	18.5%	45,438	-16.7%
Total Refuse Revenues	<u>9,758,199</u>	<u>10,460,283</u>	<u>2,446,919</u>	<u>23.4%</u>	<u>2,684,550</u>	<u>-8.9%</u>
<u>Golf Courses</u>						
Greens Fees	1,838,127	1,935,000	269,250	13.9%	282,186	-4.6%
Restaurant	225,871	202,800	32,929	16.2%	51,100	-35.6%
Interest Income	70,078	50,000	11,755	100+%	22,267	-47.2%
Other	3,368	0	0	0.0%	0	0.0%
Total Golf Courses	<u>2,137,444</u>	<u>2,187,800</u>	<u>313,935</u>	<u>14.3%</u>	<u>355,553</u>	<u>-11.7%</u>
<u>TOTAL ENTERPRISE REVENUES</u>	<u>57,245,604</u>	<u>55,775,805</u>	<u>15,306,278</u>	<u>27.4%</u>	<u>18,014,692</u>	<u>-15.0%</u>
<u>GRAND TOTAL</u>	<u>261,803,863</u>	<u>262,354,270</u>	<u>63,046,632</u>	<u>24.0%</u>	<u>67,815,585</u>	<u>-7.0%</u>

CITY OF TEMPE
COMPARATIVE STATEMENT OF EXPENDITURES & ENCUMBRANCES
BUDGET & ACTUAL
2001-2002

For the Three Months Ended September 30, 2001

Department/Division		2000-01	2001-02	September 2001		September 2000	
		Actual	Budget (4)	YTD	% Budget	YTD (2)	% Change
Mayor & Council		535,234	529,241	142,786	27.0%	162,782	-12.3%
City Manager	(5)	1,533,016	1,262,339	394,202	31.2%	463,504	-15.0%
City Clerk & Elections		427,358	717,900	133,359	18.6%	118,317	12.7%
Municipal Courts		2,804,136	3,167,647	852,058	26.9%	692,663	23.0%
City Attorney		2,492,115	2,521,304	695,568	27.6%	581,646	19.6%
Financial Services	(5)	4,476,636	5,264,581	1,817,928	34.5%	1,493,653	21.7%
Economic Development		465,150	560,203	116,442	20.8%	109,081	6.7%
Strategic Planning		174,823	222,236	61,030	27.5%	28,713	100+%
Human Resources		2,535,823	3,353,481	737,538	22.0%	476,709	54.7%
Tempe Learning Center		684,366	674,709	184,304	27.3%	72,064	100+%
Information Services	(5)	9,488,167	11,157,559	3,859,226	34.6%	3,064,715	25.9%
Communications		3,009,733	2,141,281	503,543	23.5%	747,013	-32.6%
Abatements and Transfers		(12,046,162)	(12,973,328)	(3,759,524)	29.0%	(3,163,052)	18.9%
Total		3,671,927	4,353,702	1,525,087	35.0%	1,197,449	27.4%
Community Development		4,480,158	5,924,925	1,005,731	17.0%	882,248	14.0%
Building Safety		2,819,061	3,582,218	803,225	22.4%	728,098	10.3%
Police Department:							
Office of the Chief		4,145,227	3,274,096	610,940	18.7%	859,571	-28.9%
Field Services		33,790,369	37,847,850	9,200,549	24.3%	8,833,329	4.2%
Support Services	(5)	2,210,456	2,913,173	925,257	31.8%	553,659	67.1%
Total Police Department		40,146,052	44,035,119	10,736,746	24.4%	10,246,559	4.8%
Fire Department:							
Suppression		13,304,049	14,115,309	3,432,424	24.3%	3,783,393	-9.3%
Prevention		712,175	777,270	209,926	27.0%	191,329	9.7%
Total Fire Department		14,016,224	14,892,579	3,642,350	24.5%	3,974,722	-8.4%

CITY OF TEMPE
COMPARATIVE STATEMENT OF EXPENDITURES & ENCUMBRANCES
BUDGET & ACTUAL
2001-2002

For the Three Months Ended September 30, 2001

Department/Division	2000-01 Actual	2001-02 Budget (4)	September 2001 YTD	% Budget	September 2000 YTD (2)	% Change
Community Services:						
Administration	631,438	616,888	118,928	19.3%	128,111	-7.2%
Social Services	4,891,284	6,124,796	1,713,380	28.0%	1,258,149	36.2%
Recreation	5,823,198	6,459,591	1,686,496	26.1%	1,672,752	0.8%
Cultural Services	1,370,911	1,518,598	378,773	24.9%	338,946	11.8%
Performing Arts	145,203	314,698	21,995	7.0%	0	100+%
Library	4,125,394	4,605,473	1,218,929	26.5%	1,121,003	8.7%
Total Community Services	16,987,428	19,640,044	5,138,501	26.2%	4,518,961	13.7%
Public Works:						
Administration	691,662	983,424	133,961	13.6%	175,260	-23.6%
Engineering	3,072,137	3,349,287	847,937	25.3%	785,996	7.9%
Abatements and Transfers	(2,207,678)	(2,969,655)	(738,501)	24.9%	(551,920)	33.8%
Environmental Services	1,808,006	1,733,834	493,723	28.5%	451,121	9.4%
Field Operations:						
Administration	385,732	340,454	90,131	26.5%	79,507	13.4%
Building Maintenance	3,213,006	3,636,444	824,488	22.7%	717,480	14.9%
Custodial Services	1,290,303	1,456,848	387,179	26.6%	316,567	22.3%
Equipment Management	4,895,568	5,401,984	1,224,824	22.7%	903,253	35.6%
Abatements an Transfers	(4,841,304)	(5,344,220)	(1,177,506)	22.0%	(831,413)	41.6%
Refuse	10,342,433	10,465,860	2,938,304	28.1%	2,852,517	3.0%
Streets (5)	2,519,110	1,788,317	798,485	44.7%	769,295	3.8%
Parks/Landscape Maintenance	4,820,965	5,417,974	1,468,430	27.1%	1,278,210	14.9%
Baseball Facility	722,640	805,381	199,841	24.8%	187,089	6.8%
Golf Courses	2,008,979	2,180,263	595,295	27.3%	589,630	1.0%
Total Field Operations	25,357,432	26,149,305	7,349,471	28.1%	6,862,135	7.1%
Transit (5)	17,583,136	22,210,123	2,290,575	10.3%	745,457	100+%
Traffic Engineering & Street Lights	5,723,950	6,512,579	1,410,076	21.7%	1,429,201	-1.3%
Total Public Works	52,028,645	57,968,897	11,787,242	20.3%	9,897,250	19.1%
Water and Wastewater:						
Administration	4,029,162	6,406,789	1,343,967	21.0%	1,119,031	20.1%
Customer Services	1,499,253	1,536,855	298,350	19.4%	305,470	-2.3%
Water Production	7,303,288	8,249,121	1,574,428	19.1%	1,783,519	--11.7%
Water Distribution	2,506,565	2,606,030	665,630	25.5%	674,557	-1.3%
Wastewater	7,284,656	6,312,651	1,183,433	18.7%	1,299,315	-8.9%
Total Water/Wastewater Services	22,622,924	25,111,446	5,065,808	20.2%	5,181,892	-2.2%

CITY OF TEMPE
COMPARATIVE STATEMENT OF EXPENDITURES & ENCUMBRANCES
BUDGET & ACTUAL
2001-2002

For the Three Months Ended September 30, 2001

Department/Division	2000-01 Actual	2001-02 Budget (4)	September 2001 YTD	% Budget	September 2000 YTD (2)	% Change
Federal Grants						
CDBG	1,766,605	3,219,018	325,974	10.1%	306,095	6.5%
Home Program Funds	341,418	516,608	117,603	22.8%	105,136	11.9%
Section 8 Housing Assistance	5,178,572	4,996,216	1,356,014	27.1%	1,220,036	11.1%
Total Federal Grants	<u>7,286,595</u>	<u>8,731,842</u>	<u>1,799,591</u>	<u>20.6%</u>	<u>1,631,267</u>	<u>10.3%</u>
Other Programs:						
Communications Division	1,224,819	1,453,062	295,275	20.3%	314,434	-6.1%
Neighborhood Program	234,783	261,563	65,307	25.0%	47,371	37.9%
Special Programs (5)	415,562	476,413	170,034	35.7%	69,535	100+%
Rio Salado	677,698	980,023	180,459	18.4%	260,231	-30.7%
Total Other Programs	<u>2,552,862</u>	<u>3,171,061</u>	<u>711,075</u>	<u>22.4%</u>	<u>691,571</u>	<u>2.8%</u>
Non-Departmental:						
Debt Service (3)	31,850,915	28,189,488	7,047,372	25.0%	5,429,838	29.8%
Other City-supported programs	4,992,759	3,597,903	962,286	26.7%	1,349,038	-28.7%
Contingency (6)	0	4,571,077	0	0.0%	0	0.0%
Total Non-Departmental	<u>36,843,674</u>	<u>36,358,468</u>	<u>8,009,658</u>	<u>22.0%</u>	<u>6,778,876</u>	<u>18.2%</u>
GRAND TOTAL	<u>\$216,364,018</u>	<u>\$238,015,752</u>	<u>\$54,438,387</u>	<u>22.9%</u>	<u>\$49,379,252</u>	<u>10.2%</u>

Notes to the Statements:

- 1) Reflects the 01/02 Adopted Revenue Budget of \$262,354,270.
- 2) Certain prior year (September 2000) data have been reclassified to conform to current year presentation.
- 3) Amounts prorated for the three months ended 9/30/01.
- 4) Reflects the 01/02 Adopted Operating Expenditure Budget of \$251,625,475 less various year-to-date budget adjustments totaling \$4,000,362 less \$17,610,085 of pay-as-you-go transfers to the CIP program. The budget adjustments largely reflect a reduction in the amount of carryforward appropriations from the prior year.
- 5) Significant expending of current/prior year budget reflects large one time expenditures/encumbrances occurring early in the year which skew budget percentages, and/or abatements for these costs that have not fully been transferred to other departmental budgets.
- 6) Represents total citywide contingency program broken down as follows:
 - \$1,000,000 W/WW contingency
 - \$ 50,000 Refuse contingency
 - \$ 449,232 Transit contingency
 - \$ 376,436 Rio Salado contingency
 - \$2,695,409 General Fund contingency

CITY OF TEMPE
COMPARATIVE SUMMARY OF CASH MANAGEMENT & INVESTMENTS
2001-2002

For the Three Months ending September 30, 2001

CASH MANAGEMENT	September 2001 YTD Average	September 2000 YTD Average	% Change
Amount of Idle Cash on Hand (*)	\$635,060	\$768,030	-17.31%
Amount of Cash Invested	255,061,376	226,743,061	12.49%
Total Cash Balance (All Funds)	<u>\$255,696,436</u>	<u>\$227,511,091</u>	12.39%

INVESTMENT YIELDS

Average Yield on Investments	5.14%	5.91%	-13.03%
Comparative T-Bill Yield (**)	3.31%	6.29%	-47.38%

(*) On Deposit with Bank One in an interest bearing account.

(**) Six month T-Bill discount rate.

2001-02

COMBINED BUDGETED PAYMENTS
\$25,744,247

**City of Tempe
Capital Improvement Projects
As of September 30, 2001**

Fund Number	Fund Name	Prior Funding 06/30/01	Current Budgeted Amount	Post Budget Adjustments	Current Intrafund Transfers	Current Expended	Current Encumbered	Balance to be Expended	Percent of Appropriations Used
32	Water Management	29,784,585.03	19,648,750.00	0.00	0.00	(4,154,046.17)	(11,205,590.07)	34,073,698.79	0.31
51	Improvement Districts	178,327.36	0.00	0.00	0.00	(1,083.55)	(8,382.01)	168,861.80	0.05
54	Streets	6,809,581.88	3,801,968.00	45,649.79	0.00	(937,933.89)	(2,570,950.89)	7,148,314.89	0.33
55	Police	3,089,469.41	2,767,478.00	110,800.00	0.00	(1,022,461.54)	(404,036.66)	4,541,249.21	0.24
56	Fire Protection	3,352,577.49	1,636,391.00	0.00	0.00	(133,271.90)	(552,491.45)	4,303,205.14	0.14
57	Performing Arts Center	(269,752.22)	0.00	0.00	0.00	(311,133.06)	(26,671.85)	(607,557.13)	N/A
58	Storm Drains	2,076,419.23	200,000.00	147,772.77	0.00	(695,253.15)	(1,008,204.99)	720,733.86	0.7
60	Transit	46,458,748.16	24,540,000.00	0.00	0.00	(645,945.29)	(6,382,656.46)	63,970,146.41	0.1
63	Parks- Comm Service	4,301,271.36	3,957,000.00	5,500.00	0.00	(1,182,827.19)	(246,962.11)	6,833,982.06	0.17
64	Parks- Public Works	648,006.77	600,000.00	527.54	0.00	(25,819.52)	(14,549.88)	1,220,163.69	0.02
65	Rio Salado	8,740,356.02	3,607,000.00	2,412.00	0.00	(1,443,602.09)	(786,135.44)	10,120,030.49	0.18
66	Municipal Arts	1,223,868.63	705,854.00	(2,412.00)	0.00	(122,249.89)	(145,831.03)	1,659,229.71	0.14
67	General Government	9,923,905.92	22,593,989.00	(964,104.06)	0.00	(1,800,947.47)	(1,825,475.17)	27,927,368.22	0.11
68	Bikepaths	663,127.18	33,000.00	5,415.00	0.00	(64,491.39)	(72,004.83)	565,045.96	0.19
69	Traffic Signals	5,136,019.91	1,450,000.00	(90,637.71)	0.00	(438,581.72)	(940,930.64)	5,115,869.84	0.21
Total		122,116,512.13	85,541,430.00	(739,076.67)	0.00	(12,979,647.82)	(26,190,873.48)	167,760,342.94	

Key:

- G -** Grant monies are used in funding the project; therefore, transfers out of the project may be limited.
- C -** Project to be closed.
- L -** Letter of Intent submitted.
- R -** Project is funded by designated/restricted monies; therefore, transfers out of the project may be limited.